



**MAYOR AND CITY COUNCIL  
PLANNING COMMISSION  
JOINT WORK SESSION AGENDA**

**Monday, September 22, 2003  
7:30 p.m.**

*(please turn off all cellular phones and pagers prior to the meeting)*

- **Presentation on the Concept Plan for  
the West Side Youth Center**

This schedule is subject to change. Work Sessions are broadcast over Cable TV, Channel 13 and on the Internet at [www.ci.gaithersburg.md.us/tv](http://www.ci.gaithersburg.md.us/tv). Receive City agendas, minutes and news via e-mail. Log on to the myGaithersburg e-mail-based news service at [www.ci.gaithersburg.md.us/myGaithersburg](http://www.ci.gaithersburg.md.us/myGaithersburg). Please contact 301-258-6310 prior to meetings to confirm accessibility accommodations.

# MAYOR & COUNCIL AGENDA COVER SHEET

**MEETING DATE:**

September 22, 2003

**CALL TO PODIUM:**

Michele McGleish

**RESPONSIBLE STAFF:**

Michele McGleish

**AGENDA ITEM:**

(please check one)

<input type="checkbox"/>	Presentation
<input type="checkbox"/>	Proclamation/Certificate
<input type="checkbox"/>	Appointment
<input type="checkbox"/>	Public Hearing
<input type="checkbox"/>	Historic District
<input type="checkbox"/>	Consent Item
<input type="checkbox"/>	Ordinance
<input type="checkbox"/>	Resolution
<input type="checkbox"/>	Policy Discussion
<input checked="" type="checkbox"/>	Work Session Discussion Item
<input type="checkbox"/>	Other:

**PUBLIC HEARING HISTORY:**

(Please complete this section if agenda item is a public hearing)

Introduced	
Advertised	
Hearing Date	
Record Held Open	
Policy Discussion	

**TITLE:**

Presentation on the Concept Plan for the West Side Youth Center

**SUPPORTING BACKGROUND:**

A long time goal and key recommendation of the Parks, Recreation and Open Space Plan for the 21<sup>st</sup> Century is to establish a new center for middle school youth west of I-270. Today, fifty-six percent of Gaithersburg's student population is on the West Side of the City.

A Capital Improvements Budget was created in 2000. A community meeting was held in March of 2001, identifying a site and programming for the center. Hence, a Mayor and Council meeting was held in Spring of 2001, approving the site as Robertson Park. The Design Process followed in the Spring of 2003 with a community meeting held on September 10th to review the concept plan. The future timeline includes a presentation before the Planning Commission on October 1<sup>st</sup>, construction commencing in the Winter of 2003 with completion in Fall of 2004. This center will also host Summer Day Camps in the Summer of 2005.

Director of Parks, Recreation and Culture Director McGleish will begin a staff presentation followed by a review of the Concept Plan by Maria Pryor of Proffitt & Pryor Architects. (Presentation will last approximately twenty minutes).

The Capital Improvements Budget for this project totals \$1,416,000. Outside funding sources total \$918,788 and consist of the following:

- \$100,000 for Design Fees, Federal HUD funds through Community Development Block Grant

Continued.....

**DESIRED OUTCOME:**

Hear Presentation

## **Mayor and City Council Cover Sheet - Page 2**

- \$250,000 for Construction through a State of Maryland Bond
- \$268,788 for Construction through Federal HUD funds through Community Development Block Grant
- \$300,000 for Construction through Economic Development Initiatives (Senator Barbara Mikulski)

The Gaithersburg Youth Center will be designed utilizing Leadership in Energy and Environmental Design (LEED) Guidelines to the extent practical. The design will be submitted to the United States Green Building Council for LEEDs certification. This will be the first City building to be designed and submitted for LEEDs certification.

The Capital Improvement Project budget and concept plan (total of three drawings) are attached.



## CURRENT CIP BUDGET FISCAL YEAR 2004

PROJECT NAME: Gaithersburg Youth Center

PROJECT NUMBER: 00-3 CATEGORY: Recreation/Leisure

PRIOR APPROPRIATION AS OF: 7/01/02 \$ 980,000

EXPENDED/ENCUMBERED AS OF: 12/31/02 \$ 110,000

UNENCUMBERED AS OF: 12/31/02 \$ 870,000

### SOURCES OF FUNDING

	PRIOR YRS BUDGET	CURRENT FY 2003	FY 2004	FY 2005	FY 2006	FY 2007	FY 2008	PROJECT TOTAL
CITY FUNDS	\$700,000							\$700,000
STATE FUNDS	\$250,000							\$250,000
COUNTY FUNDS								
FEDERAL FUNDS			\$336,000					\$336,000
ESCROW FUNDS								
TRANSFERRED	\$30,000		\$100,000					\$130,000
TOTAL	\$980,000	\$ 0	\$436,000	\$ 0	\$ 0	\$ 0	\$ 0	\$1,416,000

### EXPENDITURE SCHEDULE

	PRIOR YRS BUDGET	CURRENT FY 2003	FY 2004	FY 2005	FY 2006	FY 2007	FY 2008	PROJECT TOTAL
PLANNING DESIGN & SUPRV.	\$20,000	\$90,000	\$40,000	\$20,000				\$170,000
LAND								
SITE IMPROV. UTIL & SWM				\$125,000				\$125,000
CONSTRUCTION				\$985,000				\$985,000
FURNITURE & EQUIPMENT				\$80,000				\$80,000
TOTAL	\$20,000	\$90,000	\$40,000	\$1,210,000	\$ 0	\$ 0	\$ 0	\$1,360,000

### PROJECT FUND BALANCE

	PRIOR YRS	CURRENT FY 2003	FY 2004	FY 2005	FY 2006	FY 2007	FY 2008	PROJECT TOTAL
FUND BALANCE	\$960,000	\$870,000	\$1,266,000	\$56,000	\$56,000	\$56,000	\$56,000	\$56,000

#### Description:

This project provides for a youth center, comprised of a computer lab and multi-purpose rooms, to service youth on the west side of the City. The facility may also be utilized as a summer camp site. State funds of \$250,000, \$336,000 in CDBG funds, and \$100,000 transferred from West Diamond Avenue Sector Program (CIP 00-1) are included as funding sources for this project.

#### Coordinator: Jim Arnoult

Final planning and design of this facility, which will be located at Robertson Park, are scheduled to be completed in FY 04 with construction to occur in FY 05.





Profit & Pryor  
ARCHITECTS  
100 North Market Street  
Frederick, Maryland 21701  
(301) 424-0000

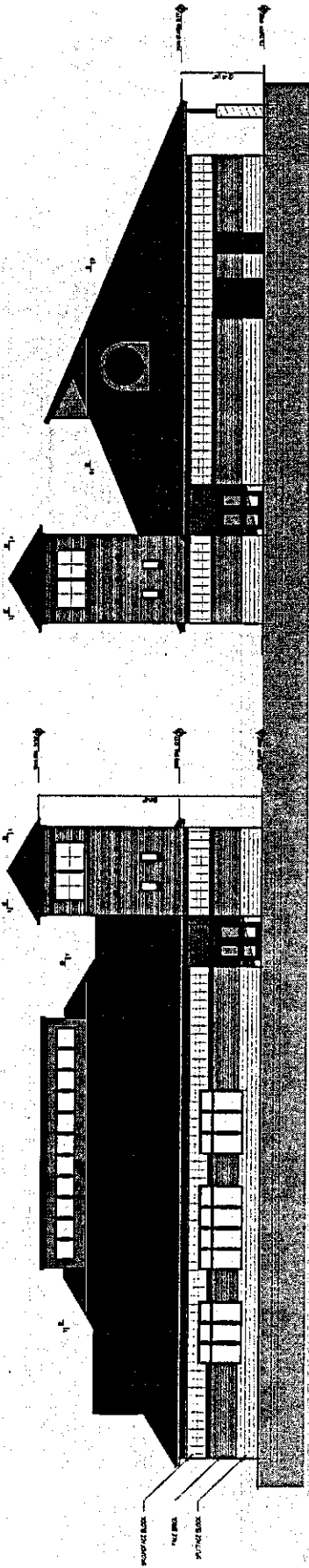
PROPOSED BUILDING FOR  
GAITHERSBURG YOUTH CENTER  
CITY OF GAITHERSBURG  
GAITHERSBURG, MARYLAND

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GAITHERSBURG YOUTH CENTER  
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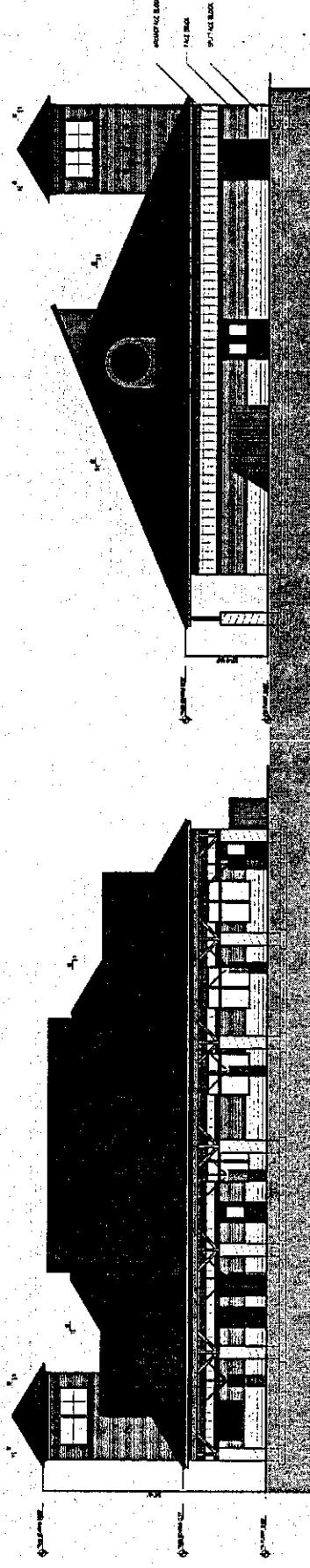
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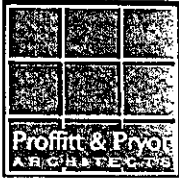
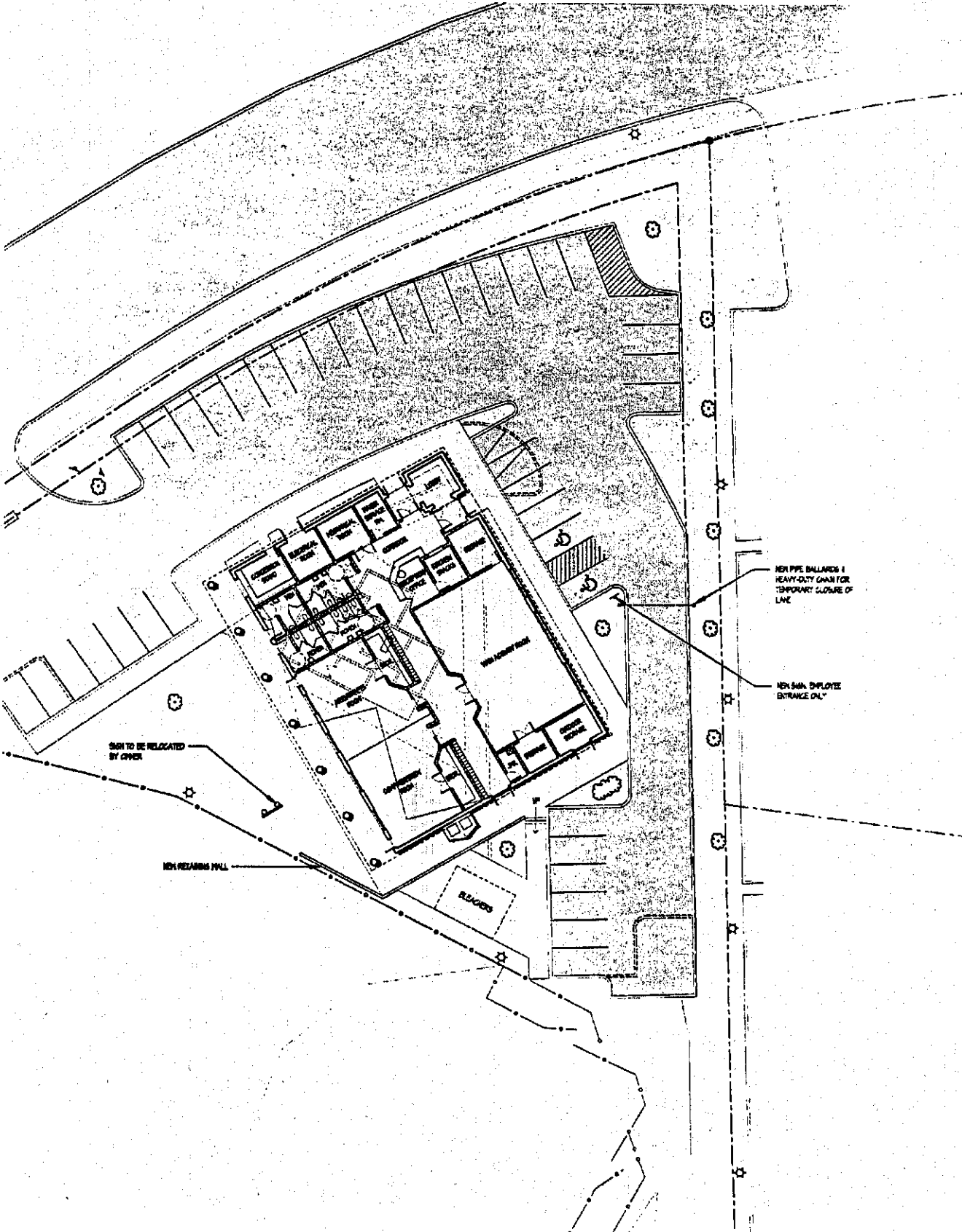
A1-2



② EAST ELEVATION  
SCALE 1/8" = 1'-0"



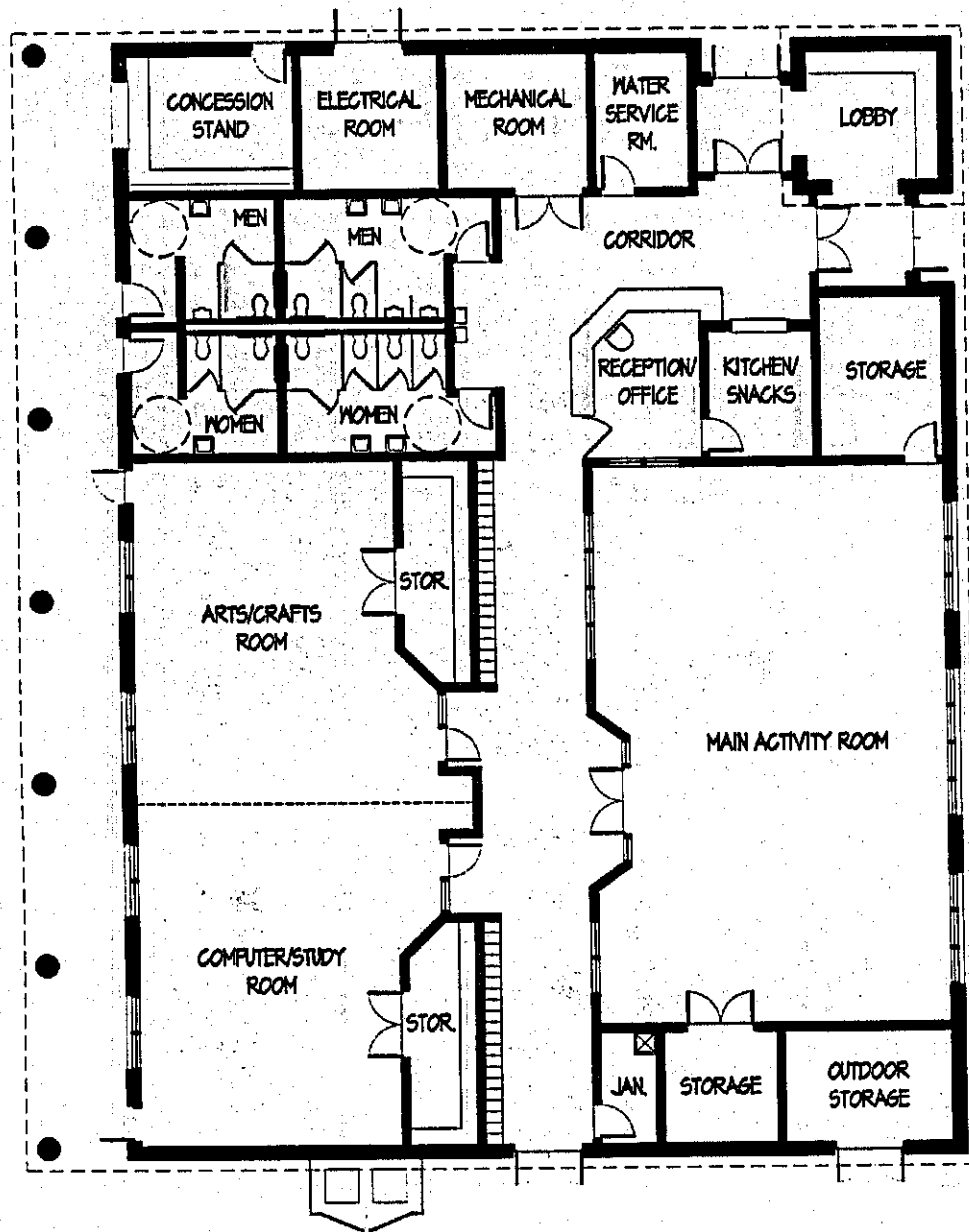
③ WEST ELEVATION  
SCALE 1/8" = 1'-0"



133 North Market Street  
Frederick, Maryland 21701  
(301) 694-8552

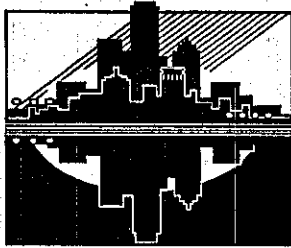
PROFESSIONAL CERTIFICATION  
I CERTIFY THAT THESE DOCUMENTS WERE PREPARED OR APPROVED BY ME AND THAT I AM A DULY LICENSED ARCHITECT  
UNDER THE LAWS OF THE STATE OF MARYLAND  
LICENSE # 8403 EXPIRATION DATE 5/30/03

PROPOSED BUILDING FOR:  
**GAITHERSBURG YOUTH CENTER**  
**ROBERTSON PARK**  
CITY OF GAITHERSBURG  
GAITHERSBURG, MARYLAND



PROPOSED FLOOR PLAN

SCALE: 1/8" = 1'-0"



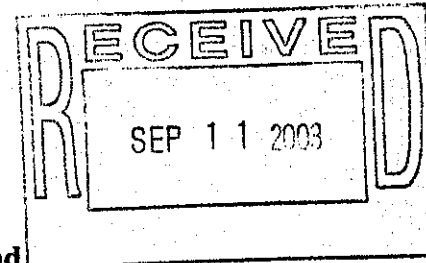
# Diamond Farms Professional Park Condominium Association

- ◆ W. Thomas Curtis, CFP, President ◆
- ◆ Ronald Kronthal, Esq., Vice-President ◆
- ◆ William E. Rinehart, CPA, Treasurer ◆
- ◆ Dr. Stephen A. Ralls, Secretary ◆

Thursday, September 11, 2003

The Honorable Sidney A. Katz, Mayor  
City of Gaithersburg  
31 South Summit Avenue  
Gaithersburg, MD 20877

Dear Mayor Katz: *S.A.*



## RE: West Side Youth Center Planned for Rabbit Road

At Diamond Farms we recognize the need for and applaud the City of Gaithersburg in planning to construct a Youth Center facility at Robertson Park on Rabbit Road. We believe the revised design is much more aesthetically pleasing than the first proposal and are pleased that you are planning on removing the ugly, green cinder block building. However, as a property abutter, we have a number of concerns that arise out of our experience with the use of our facilities by visitors to Robertson Park.

Over the course of the last several years our association has noticed an increased need to hire contractors on a weekly basis to remove trash and other items deposited in the area adjacent to the park that borders our parking lot. You may not be aware that visitors to the park utilize a significant amount of our private parking whenever there is any activity in the park—either for baseball, soccer and the other outdoor activities. In addition, our trash dumpsters on Mondays contain large amounts of trash and materials not usually associated with an office complex.

In the past we have not made an issue of the use of the parking lot because most of the use occurs over the weekends or later in the day when many of our owners and tenants are leaving the office park. We thought we were being good neighbors and were willing to bear the burden of the waste disposed on our property. However, recently we have noticed a rise in the quantity of debris left on our property.

Our park has also been impacted by children using our sidewalks and inner courtyards for skate boarding. When something is said to these individuals (usually, but not exclusively, middle and high school children) they return to the park—presumably to be with the people they came with.

The construction of the proposed facility will eliminate what little parking is left at Robertson Park. It is unlikely that people will use the off-street parking available because of the large hill located next to the park on Rabbit Road. That can only lead to visitors of the park utilizing our parking lot. As a consequence of this, we believe the City needs to take some measures in protecting the common property line.

◆ ((301) 258-0300 ◆

◆ c/o FSP and Associates, LLC ◆

◆ 841 Quince Orchard Boulevard, Suite H ◆ Gaithersburg, Maryland ◆ 20878 ◆



It is our belief that a landscaping barrier needs to be constructed along the common boundary between our properties. The use of an evergreen laurel bush or similar plant that would create a physical barrier to the park from our parking lot would be desirable. In addition a strong wire or other unobtrusive barrier strung down the middle of the plants to prevent people from cutting through would also be useful. At several points in this barrier points of access to the park could be created using paving stones or other materials to provide a walkway for park visitors. The relocation of the trash barrels to these points of access might also minimize the amount of trash discarded in our parking lot. In providing such a barrier, our property would not be as heavily impacted by the constant use of our parking lot by park patrons who cut across our grass wherever they please. This may also minimize the use of our sidewalks and plazas for skateboarding.

As a final point, you may also wish to consider a small skateboard area in the park. There is sufficient space near the children's play equipment for such a use. While the City has a park on the East side, there is nothing comparable on the West side—and it is our belief that no mother would allow her 9 year old child to cross I-270 and Rte. 355 to get to the existing one.

Understand, that we are concerned about the security of our buildings with large groups of teens congregating nearby. However, we are not opposed to the Center itself. We do believe that an accommodation needs to be made for our concerns regarding the public use of our private property and the additional costs we will continue to bear.

Sincerely,

A handwritten signature in black ink, appearing to be 'W. Thomas Curtis', written over a circular stamp or mark.

W. Thomas Curtis  
President

cc: Dave Humpton  
Michele McGleish

# Building plans for new youth recreation center unveiled

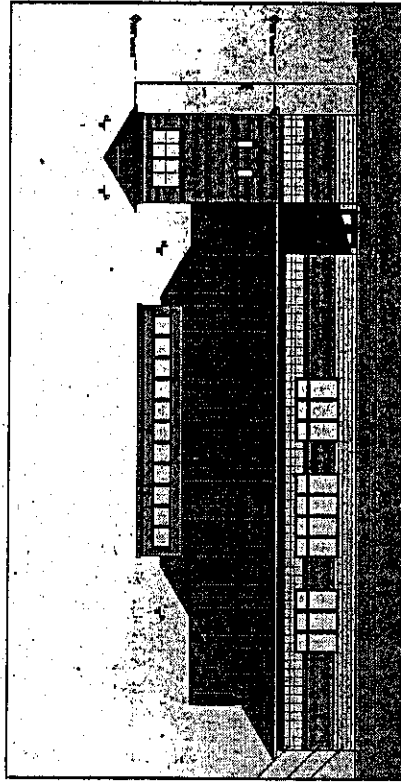
by Brooke W. Stanley  
Staff Writer

By next fall, teens on the west side of Gaithersburg could have a new place to hang out after school. Plans for the city's new West Side Youth Center off Quince Orchard Boulevard were unveiled last week and include a large activity room, a computer study room, an arts and crafts room and a climbing wall.

The recreation center will be built on the grounds of Robertson Park, a nearly 9-acre spot on Rabbit Road that already has two baseball fields, two soccer/football fields and a lot.

The one-story building will have a tower at the main entrance that will be used for the indoor climbing wall. Plans also include a concession stand to serve the ball fields and a kitchen and snack room inside.

The center will be open from about 2:45 to 7 p.m. on weekdays



Construction on the West Side Youth Center should begin this winter. Courtesy Proffitt and Pryor Architects, PC

and will have some Saturday hours, said Tim "Smitty" Smith, youth services director for the city. "The target audience is middle school," Smith said.

There are a lot of programs for elementary school children, but not as many for middle-schoolers, he said. One reason for this is that it's more difficult to develop activities

that will hold the attention of middle-school crowd, he said.

"You've gotta change with the fads," Smith added.

The new center will house summer camps for grades one through six, a photography club and an after-school tutoring program, but kids will also be able to drop in to hang out, play games and use the

computers, Smith said.

There will also be some offerings for high school students, he noted.

Total cost of the project is estimated at about \$1 million, said Maria LaCrosse Pryor, the architect who designed the building.

The city has secured about \$918,000 in federal and state grants for the project and, though the exact cost has not been formulated yet, the city will make up the cost difference, McGleish said.

The project has been high on the city Department of Parks, Recreation and Culture's priority list for several years, said Michele McGleish, department director. One of the key elements in the department's master plan is the need for a teen center to serve middle school students in the afternoons, she said.

Community residents rallied for a youth center on the west side of Interstate 270 not because of any rise in youth crime in the area, but because the east side of the city already has the Activity Center at

Bohrer Park, McGleish said.

A small building that currently houses the lighting and irrigation system for the park will be demolished and the two mechanical systems will be housed in the new building, Pryor said.

Plans for the west side center will be the topic of a joint work session between the mayor and council and the planning commission on Sept. 22.

Construction is scheduled to begin this winter, with an anticipated opening in the fall of 2004.